

SPECIAL SERVICES ADVISORY COMMITTEE MINUTES

November 18, 2010
Waukesha County DHHS – Brookfield Room
12:00 – 1:30 P.M.

Members Present: Jesus Mireles, Don Daniels, Erin Zellmer, Jennifer Cera, Teri O'Grady, Cheri Sylla, Dennis Farrell, Tracey Stanislawski, Missy Kueht-Becker, Julie Turloske, Kim Emmer, Pam Kliner, Bonnie Siegel, Patrick Jauquet and Jennifer Cariveau (guest).

Members Absent: Trisha Nepper, Vickie Smith, Nichole Hunkins, Sherry Perez, Ann Shurte, Eve Altizer, Kristen Brost, Deb DeMaster, Fatma Demirbilek, Kathy Evans, Sharon Fliess, Barbara Fredricks, Mary Jo Foye, MaryAnn Jensen, Mary Beth Jezo-Sywulka, Ken & Julie Perkins, Christine Ramlow, Heidi Schludt, Jeanne Siegenthaler, Lora Sullivan and Kate Wallenslager

Agenda Item #1: Introductions:

Members introduced themselves and their role (parent or professional).

Agenda Item #2: Approval of Minutes:

Bonnie Siegel made a motion to approve the minutes from the last meeting as written. Julie Turkoske seconded it. The minutes were approved.

Agenda Item #5: Birth-to-Three Update (Missy Kueht-Becker./Jesus Mireles):

This agenda item was dealt with out of sequence because of the time constraints of Jesse and Missy, who reported that the Waukesha County B-3 program recently underwent a successful review by the State. The review consisted of staff interview, file reviews and the review of parent assessments. Jesse, Peter Schuler (DHHS Director) and Don Maurer (DHHS Deputy Director) met with a State representative for an hour, reviewing program outcomes and explaining the manner in which the program is implemented in Waukesha County. They also highlighted the program's financial challenges, with insufficient funds to operate the program as they would like. There was discussion about how to modify the current model to enhance program success. The intervention model that is used focuses on the parent's everyday routines. B-3 staff talk with families about the difficulties the parents are having and where they need help or supports. This has proven to be a more successful approach as far as eliciting increased parental involvement and reaching the outcomes of the program.

A parent listening group gathered to share their concerns and comments with the State and County. Unfortunately, only three parents (two households) attended. There was a mixture of concerns and praise regarding the current program implementation. Overall, there were more compliments than concerns regarding the program. One specific example of this was that the "Parent-to-Parent" support program for families with a newly diagnosed child was praised. This program matches a new family with one that has previous experience with the same or similar issues.

B-3 staff are trying to make their program more visible to the public. They welcome feedback about their programming and will respond to the feedback they receive. The County website now has a section devoted to the B-3 program (<http://www.waukeshacounty.gov/page.aspx?SetupMetaId=35430&id=35438>).

Birth-to-Three Statistic of the Month:

- 60% of B-3 participants who turned three in 2009 did not need Early Childhood services in school. These children had made enough improvement during their time in the program to be considered “typical.”
- Waukesha County B-3 program scored 100% on ISP development within the mandated guideline (45 days) and 97% regarding services beginning within the 30 days mandate.

Agenda Item #4: Education Segment – Parental Payment Limit (PPL) letter to families

Jennifer Carriveau, of the County’s fiscal staff, appeared at the request of the committee to discuss this issue. Jenny explained that the PPL letter that is mailed out to FSP families has recently been revised. She waited to revise the CLTS waiver PPL letter until after this discussion. A summary of the ensuing discussion includes:

- Family income is assessed annually. If requisite paperwork is not handed in to calculate the PPL, families are automatically charged the maximum rate (41% of the value of goods/services received through FSP funding) until that paperwork is turned in. At that point, the PPL percentage will be adjusted and a refund issued, if needed.
- If there are changes in income, families should contact the county to modify the PPL.
- The money collected from families is sent to the state. The county is not allowed to keep this money (other than a rate that the State allows for administrative expenses). It is not fully understood what the state does with the money from the PPL. Two uses of these funds are known: - it supports new CLTS Waiver and FSP slots and it is used to fund high cost requests for which there is no other funding (e.g. bathroom remodeling due to a disability). The State distributes these funds statewide. They do not automatically go back to the County in which they were collected.
- The PPL responsibility is not split among divorced parents. It is given to the parent that has custody of the child.
- Waukesha County does have a collections dept. but no parent in CLTS Waiver or FSP has been referred there to date for non-payment. No child will be prevented from participation in either program due to a family not paying the bill.
- The State recommends that county’s charge the fee based on the total allotment that a family receives, assuming that the family will use all of their funding. Waukesha County charges the PPL on the basis of services that are actually rendered.
- July to June is the schedule for the PPL for the CLTS Waiver. FSP uses the calendar year, so FSP families get a annual letter that comes out once the family comes up for funding. The State has a formula that is used to calculate the PPL. While 41% is the maximum rate that a family could be assigned, that rarely happens. The formula is fairly liberal.
- There were more questions about the general PPL program and process than about the wording of the letter. There was also insufficient time to complete this discussion. As a result, the discussion will continue at the next SSAC meeting. The current letter will continue to be mailed out pending further discussion at the next meeting. Recommendations about changes to the letter included:
 - Changing the order of the information presented to hold interest of reader. (Jenny agreed to talk with her supervisor about the possibility of moving the last paragraph to the beginning of the letter immediately.)
 - Ensuring that the letter takes into account the reading level of all parents.

Agenda Item #3: Report from State Long Term Care (LTC) Committee (Julie Turkoske):

The LTC committee meets quarterly. Parents, providers, government officials and health service program representatives meet to report what is going on in counties. The last meeting talked about Compass WI. Some recommendations on improving the program were discussed, but is a work in progress. Medicaid waiver is reviewed by the State every five years, with the State having to apply to the federal government to continue waiver services. Performance measures are reviewed to meet requirements for three separate

waivers. [The CLTS Waiver Manual is available to the public (<http://www.dhs.wisconsin.gov/bdds/waivermanual/index.htm>). It defines the types of goods/services that the waiver can cover.]

The State budget is the main topic in front of the LTC committee for 2011. No one knows how the newly elected legislature will affect programs that provide support for people with disabilities. The LTC committee sees part of its responsibility as being that of educating the new legislators about these programs. In February, Governor-elect Walker will make some major decisions about accepting or rejecting the current budget that he will inherit from Governor Doyle. Those decisions could have major impact on children with special needs.

Agenda Item #6: Election of Co-Chair:

Patrick Jauquet expressed a willingness to serve in this capacity. Other nominations will be sought, with the plan to hold the election during the next SSAC meeting. As many committee members as possible are encouraged to attend the next meeting.

Agenda Item #7: Selection of dates for 2011 meetings:

February 17, 2011
May 19, 2011
September 15, 2011, and
November 17, 2011

There was discussion about a possible change in meeting time in order to better accommodate parents' schedules. Until there is more research done on that topic, meetings will continue to be held from 12:00 - 1:30 p.m.

Agenda Item #8: Agenda Items for the next meeting – PPL letter to families (Jennifer Carriveau) continued.

Terri O'Grady made a motion to adjourn the meeting. Patrick Jauquet seconded the motion and the meeting adjourned at 1:30 pm.

Respectfully submitted,

Erin Zellmer